



Board of Trustees Meeting Agenda January 8, 2015

MEETING MINUTES

The Open Session of the Rhode Island Nurses Institute Middle College was called to order at 4:06 pm on the above date at 150 Washington Street in Providence, RI, pursuant to the applicable provisions of the Open Meetings Act, so called other APPLICABLE SECTIONS OF THE General Laws of the state of the Rhode Island as amended.

Board Members Present: Donna Policastro, Angela Patterson, Nancy McMahon, Christine Rei, Gerald Williams, Kara Misto, Charles Alexandre

Excused: Jane Williams, Michael Van Leesten

Staff Present: Pamela McCue, CEO, Mike Abney, CFO, Keith Oliveira, COO, Patricia LaSalle, Executive Assistant, Colleen Hitchings, Curriculum Coordinator, Brian Butler, CAO

Guests: Jody Jencks

- 1. Meeting called to order at 4:06 pm by Donna Policastro. A quorum was established.** Chair requested that members please identify if they have a conflict of interest with any of the agenda items. No members identified.
- 2. Chair's Report-**The chair reported the resignation of Joslin Leasca.
- 3. Vote to Approve Agenda-**On motion of Nancy McMahon and seconded by Angela Patterson, the present Board members unanimously voted to reorder the agenda moving New Business item 7i to next agenda item for business.
- 4. New Business (7i)-** On motion of Nancy McMahon and seconded by Christine Rei, the present Board members unanimously voted to appoint Jody Jencks to RINIMC Board of Directors.
- 5. Open Public Comment period-** No public comment
- 6. Vote/Approve Consent Agenda-**
 - I. Vote to approve meeting minutes of September 11, 2014
 - II. Appointment of Kara Misto to Finance Committee
 - III. Vote to approve School Safety Plan

On motion of Charles Alexandre and seconded by Nancy McMahon, the present Board members unanimously voted to approve the consent agenda

7. Administrative Reports

I. Pamela McCue gave the CEO Report

Science NECAP

- Results were from the spring of 2014 NECAP Science statewide standardized test. These results are not a graduation requirement.
- 47 RINI students were tested (see page 1 for demographics).
- The testing years of science competencies included grades 9, 10, and the first half of 11th grade. The test focused on Physical Sciences, Earth Space Science, Life Science, and Inquiry. The results of their scores are found on page 2

Charter Renewal

- The charter renewal process started on January 8th beginning with the technical meeting. Drew Allsopp, director of school support and accountability from RIDE provided RINI with details.
- All documentation including Annual Reports are to be submitted by January 23.
- The 3 day site visit is scheduled on 2/24, 2/25, and 2/26
- On April 3rd, RIDE will present their findings. At that time, RINI will have an opportunity to provide more information.
- Recommendations will go to Board of ED on May 11th.

New Building

- The Providence Redevelopment agency (PRA) chose the Carpiionato proposal
- Councilman Luis Aponte and Councilwoman Mary Kay Harris held a Community forum at the Southside Cultural center to discuss the use of the land of where RINI will reside. Community members expressed their concern regarding the process of the PRA.
- Keith Oliveira represented RINI at this forum.
- This proposal must go to the city council for final approval. In the meantime, the building has been or will be torn down by the city of Providence.
- The next steps include (1) Meeting with RIDE, (2) convening the building committee, (3) negotiating a lease
- RINI has retained Darrow Everett Firm for the lease. They will work with Matt Plain to ensure charter perspective.
- It is important to the PRA that RINI is part of the development. I believe this will be expressed by the city council

Recruitment

- Radio ads will begin on January 12 and will run through February 11 on Hot 106 and 92 Pro FM. Radio ads will promote our open houses which are scheduled for January 21st and February 11 and direct prospects to our website to apply. The ads will also be featured on their website and Facebook page. They are also creating an electronic advertisement that will be sent to a mass email list.
- RINI is also using social media, the new website, and new video to highlight the school.

Government Relations

- With the appointment of a new governor and new administration, RINI is working with Leonard Lopes (who works with RISNA) to ensure that this administration and legislative leaders know who we are. All Parties expressed jobs and education as their priority for RI.

II. Michael Abney gave the Financial Report.

- Cash reserves of almost 3 full months of RINI's expenses.
- RINI has billed for the 3rd quarter district tuitions as well as reimbursement for second quarter CRP grant expenses
- As of today, we are projecting to end the fiscal year right in line with our budgeted bottom line

8. New Business (continued)

ii. Vote/discussion on Finance Manual

On motion of Charles Alexandre and seconded by Angela Patterson, the present Board members unanimously voted to approve the updated and amended Finance Manual.

iii. Vote/discussion on Investment Policy

On motion of Nancy McMahon and seconded by Kara Misto, the present Board members unanimously voted to approve the proposed Investment Policy.

iv. Vote/discussion on fiscal year end 2014 annual audit

On motion of Charles Alexandre and seconded by Christine Rei, the present Board members unanimously voted to approve the annual audit for Fiscal year end 2014.

9. Announcements for the good and welfare of the organization

- I. On February 12, 2015 Guest Susan Hassmiller, PhD, RN, FAAN, Senior Adviser for Nursing for the Robert Wood Johnson Foundation, will join RINI's next Executive Board of Trustees Meeting.
- II. Fundraising committee reports that the date for RINI's wine tasting event has been changed to March 25, from 5:30 -8:00pm at Via Roma, 310 Atwells Avenue in Providence. This fundraiser will support participating students in RINI's first study abroad program in Cape Verde.
- III. The proceeds from RINI's "Founders Ball" on May 1st, will provide College scholarships for RINI students
- IV. The keynote speaker for RINI's 2015 graduating class will be Pam Cipriano, PhD, RN, NEA-BC, FAAN. Dr. Cipriano is President of the Nurses Association.

10. Adjournment:

On motion of Angela Patterson, seconded by Nancy McMahon; it was unanimously voted to adjourn at 5:13 pm.